



Brett Ewart, Chair

Michael Saunders, Vice Chair

Chris Nelson, Director

Bruce Kamilos, Director

Robert Wichert, Director

Ron Greenwood, Director

Sean Bigley, Director

Sean Twilla, Director

Michael Grinstead, Director

## **REGIONAL WATER AUTHORITY EXECUTIVE COMMITTEE MEETING**

**Tuesday, April 22, 2025  
at 1:30 p.m.**

**2295 Gateway Oaks, Suite 100  
Sacramento, CA 95833  
(916) 967-7692**

### **IMPORTANT NOTICE REGARDING VIRTUAL PUBLIC PARTICIPATION:**

The Regional Water Authority currently provides in person as well as virtual public participation via the Zoom link below until further notice. The public shall have the opportunity to directly address the Committee on any item of interest before or during the Committee's consideration of that item. Public comment on items within the jurisdiction of the Committee is welcomed, subject to reasonable time limitations for each speaker.

### **Join Zoom Meeting**

<https://us06web.zoom.us/j/89328730305>

Meeting ID: 893 2873 0305

Dial by your location

+1 669 444 9171 US or +1 669 900 6833 US (San Jose)

**If we experience technical difficulties and the Zoom link drops and you are no longer able to connect to the Board meeting, please dial 1-877-654-0338 – Guest Code 198**

Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the Authority's Administrative Office at the address listed above.

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting. The Board of Directors may consider any agenda item at any time during the meeting.

## **AGENDA**

### **1. CALL TO ORDER AND ROLL CALL**

### **2. PUBLIC COMMENT:**

Members of the public who wish to address the committee may do so at this time.  
Please keep your comments to less than three minutes.

### **3. CONSENT CALENDAR:** All items listed under the Consent Calendar are considered and acted upon by one motion. Committee members may request an item be removed for separate consideration.

**3.1** Approve draft meeting minutes of March 25, 2025 Executive Committee.

**Action: Approve Consent Calendar**

### **4. FISCAL YEAR 2025/2026 BUDGET**

Presenter: Tom Hoffart, Finance and Administrative Services Manager

**Action: Recommend 2025/2026 Budget to the Board of Directors for Approval**

### **5. CLASSIFICATION AND COMPENSATION STUDY**

Presenter: Jim Peifer, Executive Director

**Action: 1) Accept the RGS Report; and 2) Recommend Approval of Revised Job Description and Salary Range for Director of Finance**

### **6. LEGISLATIVE UPDATE**

Presenter: Ryan Ojakian, Government Relations Manager

**Action: Adopt Positions on Legislation**

### **7. RWA STRATEGIC PLAN UPDATE**

Presenter: Jim Peifer, Executive Director

**Action: Recommend to the Board of Directors an Update of the Strategic Plan**

### **8. RWA BOARD MEETING AGENDA**

Presenter: Jim Peifer, Executive Director

**Action: Approve RWA Board Meeting Agenda for May 8, 2025**

### **9. INFORMATION: RWA PROGRAM UPDATES**

Presenter: Jim Peifer, Executive Director

### **10. EXECUTIVE DIRECTOR'S REPORT**

### **11. DIRECTORS' COMMENT**

## ADJOURNMENT

### **Upcoming meetings:**

#### **Next RWA Board of Director's Meeting:**

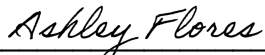
Regular RWA Board Meeting, May 8, 2025, 9:00 a.m. at the Fair Oaks Water District, 10326 Fair Oaks Blvd, Fair Oaks, CA 95628. The location is subject to change.

#### **Next RWA Executive Committee Meeting:**

The next RWA Executive Committee Meeting is scheduled for May 27, 2025, 1:30 p.m. at the RWA Office located at 2295 Gateway Oaks, Suite 100, Sacramento, CA 95833.

Notification will be emailed when the RWA electronic packet is complete and posted on the RWA website at: <https://www.rwah2o.org/meetings/board-meetings/>.

Posted on: April 11, 2025

  
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Ashley Flores, CMC, Clerk of the Board

Topic: Public Comment  
Type: New Business  
Item For: Information/Discussion  
Purpose: [Policy 200.1, Rule 11](#)

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SUBMITTED BY: Ashley Flores, CMC  
Secretary

PRESENTER: Brett Ewart  
Chair

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### EXECUTIVE SUMMARY

This is an information item to provide an opportunity for the Regional Water Authority Executive Committee to recognize or hear from visitors that may be attending the meeting or to allow members of the public to address the Executive Committee on matters that are not on the agenda.

As noted on the agenda, members of the public who wish to address the committee may do so at this time. Please keep your comments to less than three minutes.

### STAFF RECOMMENDED ACTION

None. This item is for information only.

### BACKGROUND

Public agencies are required by law to provide an opportunity for the public to address the RWA Executive Committee matters that are not on the agenda.

### **3.0 CONSENT CALENDAR**

Topic: Meeting Minutes  
Type: Consent Calendar  
Item For: Action; Motion to Approve  
Purpose: [Policy 200.1, Rule 14](#)

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SUBMITTED BY: Ashley Flores, CMC  
Secretary

PRESENTER: Ashley Flores, CMC  
Secretary

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### EXECUTIVE SUMMARY

This is an action item for the Regional Water Authority Executive Committee to review and consider approving the draft minutes of the Regional Water Authority Executive Committee Meeting of March 25, 2025.

### STAFF RECOMMENDED ACTION

A motion to approve the Minutes, as presented or amended.

### BACKGROUND

The draft minutes of the above referenced meetings are included with this Agenda. The minutes reflect the RWA Policy 200.1 to document specific details on items discussed at the meetings.

The Executive Director may list on the agenda a "consent calendar", which will consist of routine matters on which there is generally no opposition or need for discussion. Examples of consent calendar items might include approval of minutes, financial reports and routine resolutions. Any matter may be removed from the consent calendar and placed on the regular calendar at the request of any member of the Board. The entire consent calendar may be approved by a single motion made, seconded and approved by the Board.

### FINDING/CONCLUSION

Staff believes the draft of the presented minutes correctly reflect the information shared and actions taken by the Executive Committee.

### ATTACHMENTS

Attachment 1- Draft meeting minutes of the Regional Water Authority Executive Committee Meeting of March 25, 2025

## **1. CALL TO ORDER**

Chair Ewart called the meeting of the Executive Committee to order on March 25, 2025, at 1:31 p.m. at the RWA Board Room located at 2295 Gateway Oaks, Suite 100, Sacramento, CA 95833. All of the Executive Committee Members were present at roll call; a quorum was established. Individuals in attendance are listed below:

### **Executive Committee Members**

Brett Ewart, City of Sacramento, Chair  
Michael Saunders, Georgetown Divide Public Utility District, Vice Chair  
Ron Greenwood, Carmichael Water District  
Chris Nelson, City of Lincoln  
Sean Bigley, City of Roseville  
Bruce Kamilos, Elk Grove Water District  
Sean Twilla, Golden State Water Company  
Robert Wichert, Sacramento Suburban Water District  
Michael Grinstead, Sacramento County Water Agency

### **Staff Members**

Jim Peifer, Trevor Joseph, Tom Hoffart, Ryan Ojakian, Michelle Banonis, Raiyna Villaseñor, Ashley Flores, Monica Garcia and Josh Horowitz, legal counsel.

### **Others in Attendance:**

Cathy Lee, Carmichael Water District; Craig Locke, Sacramento Suburban Water District; Greg Zlotnick, San Juan Water District

## **2. PUBLIC COMMENT**

None

## **3. CONSENT CALENDAR**

**3.1** Approve draft meeting minutes of the February 18, 2025 Executive Committee Meeting.

**A motion was made to approve the Consent Calendar as presented.**

Motion/Second/Carried Director Greenwood moved, with a second by Director Kamilos

Brett Ewart, City of Sacramento; Michael Saunders, Georgetown Divide Public Utility District; Ron Greenwood, Carmichael Water District; Chris Nelson, City of Lincoln; Bruce Kamilos, Elk Grove Water District; Sean Bigley, City of Roseville; Sean Twilla, Golden State Water Company; Robert Wichert, Sacramento Suburban Water District; and Michael Grinstead, Sacramento County Water Agency; voted yes. Motion passed.

Ayes- 9  
Noes- 0  
Abstained- 0  
Absent- 0

#### **4. FISCAL YEAR 2025/26 BUDGET OVERVIEW**

This was an information item presented by Tom Hoffart, Finance and Administrative Services Manager, for the Board to discuss and provide feedback on the proposed draft of the RWA Fiscal Year 2025/2026 - Core Budget and Dues Schedule.

##### FY 2024/2025 Projected Budget to Actual Results

Included in the proposed draft of the RWA Fiscal Year 2025/2026 - Core Budget are projections for FY 2024/2025 amounts through year end. Staff has projected a Net Surplus/(Income) of \$129,738 for FY 2024/2025, in comparison to a budgeted Net Deficit/(Loss) of \$115,898 for a net positive impact on reserves of \$245,636. The largest factors in the positive projected results are as follows: projected interest income exceeded the budgeted amount by \$20,000, projected total staff expenses were less than the budgeted amounts by approximately \$100,000, projected legal fees and public outreach expenses were less than budgeted amounts by \$25,000 and \$75,000, respectively.

##### FY 2025/2026 Proposed Budget

The proposed draft of the budget includes no changes to the dues rate for FY 2025/2026. The FY 2025/2026 proposed budget has a Net Deficit/(Loss) of \$156,651 and a combined Operating Fund/Undesignated Reserve of 9.6 months of Net Core Operating Expenses. The Pension Plan Unfunded Liability expense included in the budget is \$93,800, which represents 1/4<sup>th</sup> of the CalPERS Unfunded Accrued Liability. The General Consulting Services line item includes an additional \$60,000 to support ARCAP. Expense reimbursements from the Water Efficiency Program and the Common Interest Management Services include a 40% and 10% transfer from the RWA Core, respectively.

##### Future Projections

Projected dues rate increases are 3% for each projected year in the future. For FY 2027-2028, a transition to a new ERP/Accounting system was included in the budget, additional expenses include \$60,000 for general consulting and \$10,000 for computer software for the initial year, and \$15,000 for future years. Other expense line items were based on policies, historical amounts, contracts and schedules, when available.

No action was taken.



## **5. CLASSIFICATION AND COMPENSATION STUDY**

This was an action item presented by Executive Director Peifer for the Board to receive a Classification and Compensation Report submitted by Regional Government Services and consider the job description and salary for the Executive Assistant position.

**A motion was made to (1) Accept the Classification and Compensation Report submitted by RGS Report amended to include the salary schedules; and (2) Recommend approval of revised job description for Board Clerk - Project Manager to the Board of Directors at the next Board meeting.**

Motion/Second/Carried Director Wichert moved, with a second by Director Kamilos

Brett Ewart, City of Sacramento; Michael Saunders, Georgetown Divide Public Utility District; Ron Greenwood, Carmichael Water District; Chris Nelson, City of Lincoln; Bruce Kamilos, Elk Grove Water District; Sean Bigley, City of Roseville; Sean Twilla, Golden State Water Company; Robert Wichert, Sacramento Suburban Water District; and Michael Grinstead, Sacramento County Water Agency; voted yes. Motion passed.

Ayes- 9  
Noes- 0  
Abstained- 0  
Absent- 0

## **6. REVIEW OF POLICIES ON ELECTIONS AND VACANCIES**

This was an action item for Vice Chair Saunders to brief the Executive Committee on matters regarding the recommendations and finding made by the Ad Hoc Committee to review RWA Policy 200.3 to the Board of Directors on addressing vacancies on the Executive Committee.

**A motion was made to recommend approval of policy update by the Board of Directors as amended.**

Motion/Second/Carried Director Kamilos moved, with a second by Director Wichert

Brett Ewart, City of Sacramento; Michael Saunders, Georgetown Divide Public Utility District; Ron Greenwood, Carmichael Water District; Chris Nelson, City of Lincoln; Bruce Kamilos, Elk Grove Water District; Sean Bigley, City of Roseville; Sean Twilla, Golden State Water Company; Robert Wichert, Sacramento Suburban Water District; and Michael Grinstead, Sacramento County Water Agency; voted yes. Motion passed.

Ayes- 9  
Noes- 0  
Abstained- 0  
Absent- 0

## **7. LEGISLATIVE UPDATE AND PROP 4 UPDATE**

This was an information item presented by Ryan Ojakian, Government Relations Manager for the Executive Committee to receive an update on matters that the State legislature may consider in the upcoming year and share his insights.

**A motion was made to adopt positions on legislation as presented.**

Motion/Second/Carried Director Wichert moved, with a second by Director Greenwood

Brett Ewart, City of Sacramento; Michael Saunders, Georgetown Divide Public Utility District; Ron Greenwood, Carmichael Water District; Chris Nelson, City of Lincoln; Bruce Kamilos, Elk Grove Water District; Sean Bigley, City of Roseville; Sean Twilla, Golden State Water Company; Robert Wichert, Sacramento Suburban Water District; and Michael Grinstead, Sacramento County Water Agency; voted yes. Motion passed.

Ayes- 9

Noes- 0

Abstained- 0

Absent- 0

## **8. RWA PROGRAM UPDATES**

Executive Director Peifer presented this information item for the Executive Committee to receive a report on the various programs and initiatives the RWA and SGA currently have underway. These programs and initiatives included: The Sacramento Regional Water Bank, the North American Subbasin (NASb) Groundwater Sustainability Plan (GSP) update, implementation of the current NASb GSP, the Watershed Resilience Pilot Project, the Water Forum Agreement update, the Healthy Rivers and Landscapes Program, and the Reinitiation of Consultation for the Biological Opinions. The report included key milestones reached to date, the overall status of the programs, upcoming key milestones, and current and future anticipated resources.

No action taken.

## **9. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Peifer announced in the interest of time the Executive Committee can review his report.

## **10. DIRECTORS' COMMENT**

No comments.

## **ADJOURNMENT**

Chair Ewart adjourned the meeting at 3:51 p.m.

Approved by:

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Brett Ewart, RWA Chair

Attested by:

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Ashley Flores, CMC, Clerk of the Board

Topic: Fiscal Year 2025/2026 Budget  
Type: Unfinished; Old Business  
Item For: Action/Discussion  
Purpose: Policy 500.11

SUBMITTED BY:	Tom Hoffart Finance and Administrative Services Manager	PRESENTER:	Tom Hoffart Finance and Administrative Services Manager
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### EXECUTIVE SUMMARY

This is an action item for the Executive Committee to recommend the approval of the draft RWA Fiscal Year 2025/2026 Budget to the RWA Board of Directors.

### STAFF RECOMMENDED ACTION

Recommend the approval of the draft RWA Fiscal Year 2025/2026 Budget to the RWA Board of Directors.

### BACKGROUND

Staff have prepared a proposed draft of the RWA Fiscal Year 2025/2026 Budget.

#### FY 2024/2025 Projected Budget to Actual Results

Included in the proposed draft of the RWA Fiscal Year 2025/2026 - Core Budget are projections for FY 2024/2025 amounts through year end. Staff has projected a Net Surplus/(Income) of \$129,738 for FY 2024/2025, in comparison to a budgeted Net Deficit/(Loss) of \$115,898 for a net positive impact on reserves of \$245,636. The largest factors in the positive projected results are as follows: projected interest income exceeded the budgeted amount by \$20,000, projected total staff expenses were less than the budgeted amounts by approximately \$100,000, projected legal fees and public outreach expenses were less than budgeted amounts by \$25,000 and \$75,000, respectively.

#### FY 2025/2026 Proposed Budget

The proposed draft of the budget includes no changes to the dues rate for FY 2025/2026. The FY 2025/2026 proposed budget has a Net Deficit/(Loss) of \$196,651 and a combined Operating Fund/Undesignated Reserve of 9.1 months of Net Core Operating Expenses. The Pension Plan Unfunded Liability expense included in the budget is \$93,800, which represents 1/4<sup>th</sup> of the CalPERS Unfunded Accrued Liability. Two new line items were added, one for American River Climate Adaptation Program consulting expenses in the amount of \$60,000 and another one for Strategic Plan Update consulting expenses in the amount of \$40,000. Expense reimbursements from the Water Efficiency Program and the Common Interest Management Services include 40% and 10% transfers from the RWA Core, respectively.

### Future Projections

Projected dues rate increases are 3% for each projected year in the future. For the four years projected, net deficits range from \$180,957 to \$237,040 and number of months Operating Fund/Undesignated Reserve cover operating expenses range from 7.6 to 2.0 months. For FY 2027-2028, a transition to a new ERP/Accounting system was included in the budget, additional expenses include \$60,000 for general consulting and \$10,000 for computer software for the initial year, and \$15,000 for future years. Other expense line items were based on policies, historical amounts, contracts and schedules, when available.

### Program Projections Summary

Per Policy 500.11 (Budget Policy), approving the annual budget does not approve subscription programs. The subscription programs are based on separate agreements with participating members and those agreements govern the execution and costs of those services. The annual budget includes projections of subscription programs for planning purposes only.

### Fiscal Year 2025-2026 Dues Schedule

The dues schedule calculates individual agency dues and total dues based on retail connections. Total General Membership Dues are \$1,150,751 and Total Associate Membership Dues are \$74,922. Since there was not a dues rate change, individual agencies' dues changed based on the change in their retail connections from 2023 to 2024.

Additional changes to the dues schedule include Del Paso Manor Water District's removal as they withdrew from the RWA during the fiscal year, Sacramento Suburban Water District assumed Del Paso Manor Water District's retail connections and Georgetown Divide Public Utilities District is no longer receiving a discount for being a new member.

### ATTACHMENTS

Attachment 1- Draft RWA Fiscal Year 2025/2026 Budget



**Regional Water Authority**  
**Fiscal Year 2025-2026 - Budget Summary**

	Adopted Budget FY 24-25	Projected Actuals FY 24-25	Proposed Budget FY 25-26
<b>CORE OPERATING BUDGET SUMMARY:</b>			
<b>Core Revenues</b>			
Dues	\$ 1,227,305	\$ 1,228,105	\$ 1,233,673
Interest/Misc Income	\$ 87,000	\$ 103,024	\$ 75,000
Total Core Revenues	\$ 1,314,305	\$ 1,331,129	\$ 1,308,673
<b>Core Expenses</b>			
Staff Expenses	\$ 2,431,472	\$ 2,330,943	\$ 2,572,942
Office Expenses	\$ 272,400	\$ 263,854	\$ 297,400
Professional Fees	\$ 437,600	\$ 330,000	\$ 546,700
Core Program (Revenue)/Expenses	\$ 25,000	\$ 25,000	\$ 25,000
Expense Reimbursements	\$ (1,736,269)	\$ (1,748,406)	\$ (1,936,718)
Total Core Expenses	\$ 1,430,203	\$ 1,201,391	\$ 1,505,324
<b>Core Operating, Net Surplus/(Deficit)</b>	\$ (115,898)	\$ 129,738	\$ (196,651)
<b>Core Reserves, Beginning</b>	\$ 1,556,061	\$ 1,556,061	\$ 1,685,799
<b>Core Reserves, Ending</b>	\$ 1,440,163	\$ 1,685,799	\$ 1,489,148
<b>Core Designations/Reserves</b>			
Operating Fund	\$ 476,734	\$ 476,734	\$ 501,775
Membership Dues Stabilization Fund	\$ 184,096	\$ 184,096	\$ 185,051
Subscription Program Revenue Fund	\$ 79,179	\$ 79,179	\$ 92,111
Powerhouse Science Center	\$ 100,000	\$ 100,000	\$ 75,000
Undesignated	\$ 600,154	\$ 845,790	\$ 635,212
Total Core Designations/Reserves	\$ 1,440,163	\$ 1,685,799	\$ 1,489,148
Number of Months "Operating Fund plus Undesignated" Covers Expenses			9.1

**PROGRAM PROJECTIONS SUMMARY:**

<b>Subscription Programs</b>			
Subscription Program Revenues	\$ 2,766,995	\$ 3,533,763	\$ 2,217,549
Subscription Program Expenses	\$ 2,800,897	\$ 3,613,642	\$ 2,226,121
<b>Subscription Programs Net Surplus/(Deficit)</b>	\$ (33,902)	\$ (79,879)	\$ (8,572)
<b>Grant Pass Through</b>			
Grant Pass Through Revenues	\$ 31,622,247	\$ 15,588,566	\$ 47,440,979
Grant Pass Through Expenses	\$ 31,622,247	\$ 15,588,566	\$ 47,440,979
<b>Grant Pass Through, Net Surplus/(Deficit)</b>	\$ -	\$ -	\$ -
<b>Program Net Surplus/(Deficit)</b>	\$ (33,902)	\$ (79,879)	\$ (8,572)
<b>Program Reserves, Beginning</b>	\$ 357,881	\$ 357,881	\$ 278,002
<b>Program Reserves, Ending</b>	\$ 323,979	\$ 278,002	\$ 269,430



**Regional Water Authority  
Fiscal Year 2025-2026 - Budget Notes**

**Budget Approval**

- 1) The Regional Water Authority (RWA) Board of Directors vote to approve the Regional Water Authority Proposed Fiscal Year 2025/2026 Core Operating Budget on pages 4 and 5 and the Regional Water Authority Fiscal Year 2025/2026 Dues Schedule on page 10. All other schedules included in this budget document are for presentation purposes only. Per Policy 500.11 (Budget Policy), approving the annual budget does not approve subscription programs. The subscription programs are based on separate agreements with participating members and those agreements govern the execution and costs of those services. The annual budget includes projections of subscription programs for planning purposes only.

**Budget Basis**

- 1) The budget is prepared on a modified accrual basis wherein revenues and expenses are reported when earned and incurred, respectively. The budget does not include amounts for depreciation, pension expense in accordance with GASB 68, retiree medical expenses in accordance with GASB 75, lease revenue/expense in accordance with GASB 87 and compensated absences expense accrual.

**Core Revenues - FY 2025/2026**

- 1) General Membership Dues rates remain unchanged. Dues rate breakdown per Agency Category:
  - Small Agency - \$2.39 per retail connection up to 3,000 connections; ~\$1.20 per retail connection over 3,000 connections.
  - Medium Agency - \$2.39 per retail connection up to 30,000 connections.
  - Large Agency - \$2.39 per retail connection up to 30,000 connections; ~\$1.20 per retail connection up to 40,000 connections; ~\$0.60 per retail connection up to 50,000 connections; ~\$0.30 per retail connection up to 60,000 connections; ~\$0.07 per retail connection over 60,000 connections.See footnotes on the Dues Schedule on page 10 for modifications to various individual agency dues.
- 2) Associate Membership Dues remain unchanged in accordance with the General Membership Dues.
- 3) Affiliate Membership Dues remain unchanged. Amount represents dues for ten full year memberships.
- 4) Interest income budget based on principal balance and LAIF performance.

**Core Expenses - FY 2025/2026**

- 1) Staff Expenses include expenses for nine employees. Staff is allocated as follows: Executive Director, Manager of Technical Services, Finance and Administrative Services Manager and Executive Assistant are allocated 50% to the RWA Core and 50% to the Sacramento Groundwater Authority (SGA); Project Research Assistant II and Manager of Government Relations are allocated 80% to the RWA Core and 20% to the SGA; Senior Project Manager is allocated 100% to the SGA; the Water Efficiency Program (WEP) Manager is allocated 60% to the WEP and 40% to the RWA Core; the Common Interest Management Services (CIMS) Manager is allocated 90% to the CIMS and 10% to the RWA Core. The Expense Reimbursement section of the budget includes the amounts reimbursed for these allocations. The RWA Core is responsible for 4.1 full time equivalent employees (FTE), the SGA 3.4 FTE, the WEP 0.6 FTE and the CIMS 0.9 FTE. Additional staff time is allocated to various programs based on hours billed through timesheets.
- 2) Staff Salaries/Wages include a cost of living adjustment of 2% and merit increases for eligible staff. Additional amounts are included for potential salary schedule changes.
- 3) Benefits include employer required CalPERS pension contributions, actuarially determined other postemployment benefit (OPEB) contributions, medical, vision, dental, disability insurance and workers' compensation
- 4) Based on the most recent CalPERS Classic and PEPPRA actuarial valuations, there is an unfunded accrued liability of \$374,942 for the RWA's pension. Therefore, per the RWA policy 500.15 (Defined Benefit Pension Plan Funding Policy), the RWA will make a payment of 1/4th of the unfunded accrued liability or \$93,800.
- 5) Office Expenses include costs of operating the RWA office.
- 6) Professional Fees include public relations, human resources, audit, actuarial, lobbying, legal and general consulting expenses. Additional professional fee line items have been added for the American River Climate Adaptation Program and a Strategic Plan Update.
- 7) Core Program (Revenues)/Expenses include the Watershed Resilience Grant consulting expenses and related grant revenue. Also, included is the RWA's annual contribution of \$25,000 to the Powerhouse Science Center.



**Regional Water Authority**  
**Fiscal Year 2025-2026 - Budget Notes**

- 8) Expense Reimbursements include the amount of RWA Core expenses covered by the SGA. The expenses the SGA covers are for 3.4 FTE's of staff expenses and 50% of shared administrative expenses. The WEP and the CIMS expense reimbursements are for staff expenses for the programs related managers and for the programs share of administrative expenses, net of the RWA Core transfer to the programs. Other Subscription Programs/Grants - Staff Reimbursements are for staff and administrative expenses related to time RWA staff work on the grants/programs.

**Core Net Surplus/(Deficit) - FY 2025/2026**

- 1) Total Core expenses exceed total core revenues resulting in a net deficit of \$196,651.

**Core Designations/Restrictions - FY 2025/2026**

- 1) The Operating Fund of \$501,775 represents the minimum target balance of 4 months of expenses, in accordance with the RWA Policy 500.1 (Financial Designation/Reserve Policy).
- 2) The Membership Dues Stabilization Fund of \$185,051 represents 15% of total dues, in accordance with the RWA Policy 500.1 (Financial Designation/Reserve Policy).
- 3) The Subscription Program Revenue Fund of \$92,111 represents 10% of net subscription program revenue, in accordance with the RWA Policy 500.1 (Financial Designation/Reserve Policy).
- 4) The Powerhouse Science Center amount of \$75,000 represents funds received from members in prior years for the annual sponsorship. The RWA will have 3 remaining payments of \$25,000 after the FY 25-26 payment.
- 5) The Undesignated amount of \$635,212 represents any reserves that are not designated.
- 6) Number of months "Operating Fund plus Undesignated" covers expenses is 9.1 months for FY 25-26.

**Core 4-Year Projection**

- 1) Future year projections are only for forecasting purposes. Adopting the Fiscal Year 2025-2026 Budget does not approve future year projections.
- 2) The RWA dues rate increase for fiscal years 26-27, 27-28, 28-29 and 29-30 have been projected at 3% per year.
- 3) The RWA Core projected net deficit is \$180,957, \$237,040, \$234,820 and \$222,072 for fiscal years 26-27, 27-28, 28-29 and 29-30, respectively.
- 4) Number of months "Operating Fund plus Undesignated" covers expenses is projected at 7.6, 5.5, 3.8 and 2.0 months for fiscal years 26-27, 27-28, 28-29 and 29-30, respectively.

**Program Projections Summary**

- 1) Subscription program budgets are approved by the participating agencies. Adopting the Fiscal Year 2025-2026 Budget does not approve the various subscription program projections, and the budgets at the subscription program level are still being developed. The program projections are included in the budget document for planning purposes only.



Regional Water Authority Proposed Fiscal Year 2025-2026 Core Operating Budget				4-Year Projection				Notes
	RWA Adopted Budget FY 24-25	RWA Projected Actuals FY 24-25	RWA Proposed Budget FY 25-26	RWA Projected Budget FY 26-27	RWA Projected Budget FY 27-28	RWA Projected Budget FY 28-29	RWA Projected Budget FY 29-30	
ANNUAL DUES RATE INCREASE %	5%	5%	0%	3%	3%	3%	3%	
ANNUAL CORE REVENUES								
REVENUES								
General Membership Dues	\$ 1,145,183	\$ 1,145,183	\$ 1,150,751	\$ 1,191,200	\$ 1,233,071	\$ 1,276,413	\$ 1,321,279	See Dues Schedule
Associate Membership Dues	\$ 74,922	\$ 74,922	\$ 74,922	\$ 77,170	\$ 79,485	\$ 81,869	\$ 84,325	See Dues Schedule
Affiliate Membership Dues	\$ 7,200	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	For ten Affiliate Members
Misc. Revenues	\$ 7,000	\$ 3,024	\$ 5,000	\$ 6,000	\$ 7,000	\$ 8,000	\$ 9,000	Holiday Social and Miscellaneous Revenue
Interest Income	\$ 80,000	\$ 100,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	\$ 70,000	Interest from Local Agency Investment Fund (LAIF) account
TOTAL CORE REVENUES	\$ 1,314,305	\$ 1,331,129	\$ 1,308,673	\$ 1,352,370	\$ 1,397,555	\$ 1,444,282	\$ 1,492,604	
ANNUAL CORE EXPENSES								
STAFF EXPENSES								
Staff Salaries/Wages	\$ 1,631,312	\$ 1,629,946	\$ 1,788,864	\$ 1,899,046	\$ 2,028,118	\$ 2,158,321	\$ 2,279,109	For nine full time positions
Benefits	\$ 533,355	\$ 472,665	\$ 508,556	\$ 536,513	\$ 566,983	\$ 598,092	\$ 629,065	PERS, medical, vision, dental, disability, OPEB and workers' comp
Pension Plan Unfunded Liability	\$ 77,300	\$ 77,300	\$ 93,800	\$ 93,800	\$ 93,800	\$ 93,800	\$ 93,800	Per Policy 500.15: UAL divided by four years
Payroll Taxes	\$ 130,505	\$ 108,032	\$ 122,722	\$ 129,739	\$ 138,387	\$ 147,276	\$ 155,315	Payroll taxes for nine staff members
Travel/Meals/Conferences	\$ 45,000	\$ 35,000	\$ 45,000	\$ 46,000	\$ 47,000	\$ 48,000	\$ 49,000	Travel and Conferences
Professional Development/Training	\$ 14,000	\$ 8,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	License renewals, training and professional development classes
TOTAL STAFF EXPENSES	\$ 2,431,472	\$ 2,330,943	\$ 2,572,942	\$ 2,719,099	\$ 2,888,287	\$ 3,059,490	\$ 3,220,288	
OFFICE EXPENSES								
Rent & Utilities Contract	\$ 75,000	\$ 74,058	\$ 77,000	\$ 79,000	\$ 81,000	\$ 85,000	\$ 90,000	Office lease per agreement
Insurance	\$ 52,000	\$ 58,996	\$ 64,000	\$ 67,000	\$ 70,000	\$ 73,000	\$ 76,000	Property, Liability, Auto and Cyber
Office Maintenance	\$ 2,200	\$ 2,000	\$ 2,200	\$ 2,300	\$ 2,400	\$ 2,500	\$ 2,600	General office maintenance
Postage and Postal Meter	\$ 4,200	\$ 3,800	\$ 4,200	\$ 4,400	\$ 4,600	\$ 4,800	\$ 5,000	Meter rental and postage
Internet/Web Hosting	\$ 10,000	\$ 7,000	\$ 10,000	\$ 11,000	\$ 12,000	\$ 13,000	\$ 14,000	Conference call service, web hosting, and internet service costs
Meetings	\$ 6,000	\$ 8,000	\$ 9,000	\$ 9,500	\$ 10,000	\$ 10,500	\$ 11,000	Meetings
Events	\$ 24,000	\$ 18,000	\$ 24,000	\$ 25,500	\$ 27,000	\$ 28,500	\$ 30,000	Holiday and ACWA Socials
Printing/Supplies	\$ 20,000	\$ 13,000	\$ 20,000	\$ 21,000	\$ 22,000	\$ 23,000	\$ 24,000	Printing, copier maintenance and lease costs, office supplies
Dues, Subscriptions and Sponsorships	\$ 30,000	\$ 30,000	\$ 31,000	\$ 32,000	\$ 33,000	\$ 34,000	\$ 35,000	ACWA, CSDA, PPIC, Sac Metro Chamber, etc.
Computer Hardware/Software	\$ 9,000	\$ 13,000	\$ 14,000	\$ 15,000	\$ 26,000	\$ 32,000	\$ 33,000	Computer hardware and software
Computer Support and Maintenance	\$ 35,000	\$ 32,000	\$ 37,000	\$ 39,000	\$ 41,000	\$ 43,000	\$ 45,000	Phone and computer support and maintenance
Office Furniture & Equipment	\$ 5,000	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	Office furniture and equipment
TOTAL OFFICE EXPENSE	\$ 272,400	\$ 263,854	\$ 297,400	\$ 310,700	\$ 334,000	\$ 354,300	\$ 370,600	
PROFESSIONAL FEES								
RWA Legal	\$ 90,000	\$ 65,000	\$ 90,000	\$ 92,500	\$ 95,000	\$ 97,500	\$ 100,000	Legal expenses in support of RWA activities
RWA/SGA Audit	\$ 35,000	\$ 32,900	\$ 34,000	\$ 36,000	\$ 38,000	\$ 40,000	\$ 42,000	Audit fees
ADP Payroll Services/Banking/Misc. Fees	\$ 3,600	\$ 4,000	\$ 4,200	\$ 4,400	\$ 4,600	\$ 4,800	\$ 5,000	Payroll service, banking and miscellaneous fees
RWA Lobbyist Services	\$ 120,000	\$ 120,000	\$ 125,000	\$ 130,000	\$ 135,000	\$ 140,000	\$ 145,000	Lobbying Services for RWA Core Membership
RWA Public Outreach Services	\$ 145,000	\$ 70,000	\$ 145,000	\$ 147,500	\$ 150,000	\$ 152,500	\$ 155,000	Communication consultant for RWA Core Membership
Actuarial Services	\$ 4,000	\$ 2,100	\$ 8,500	\$ 3,500	\$ 9,000	\$ 4,000	\$ 9,500	Actuary consultant for OPEB
Human Resources Services	\$ 15,000	\$ 15,000	\$ 15,000	\$ 40,000	\$ 15,000	\$ 15,000	\$ 15,000	Recruitments, onboarding, and guidance
General Consulting Services	\$ 25,000	\$ 21,000	\$ 25,000	\$ 26,000	\$ 87,000	\$ 28,000	\$ 29,000	General consulting services
American River Climate Adaptation Program	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	ARCAP consulting services
Strategic Plan Update	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	Strategic Plan update consulting services
TOTAL PROFESSIONAL FEES	\$ 437,600	\$ 330,000	\$ 546,700	\$ 479,900	\$ 533,600	\$ 481,800	\$ 500,500	

Regional Water Authority Proposed Fiscal Year 2025-2026 Core Operating Budget				4-Year Projection				Notes
	RWA Adopted Budget FY 24-25	RWA Projected Actuals FY 24-25	RWA Proposed Budget FY 25-26	RWA Projected Budget FY 26-27	RWA Projected Budget FY 27-28	RWA Projected Budget FY 28-29	RWA Projected Budget FY 29-30	
<b>CORE PROGRAM (REVENUES)/EXPENSES</b>								
Watershed Resilience Grant - Revenue (Consulting)	\$ (950,000)	\$ (632,332)	\$ (1,137,343)	\$ -	\$ -	\$ -	\$ -	RWA Core Grant reimbursement for consulting services
Watershed Resilience Grant - Expense (Consulting)	\$ 950,000	\$ 632,332	\$ 1,137,343	\$ -	\$ -	\$ -	\$ -	RWA Core Grant related consulting expenses
Powerhouse Science Center	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	Powerhouse Science Center exhibit
<b>TOTAL CORE PROGRAM (REVENUES)/EXPENSES</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>	
<b>EXPENSE REIMBURSEMENTS</b>								
SGA Service Agreement Fee	\$ (944,478)	\$ (905,537)	\$ (1,015,605)	\$ (1,081,680)	\$ (1,169,851)	\$ (1,206,699)	\$ (1,277,442)	Expenses covered by Sacramento Groundwater Authority
Water Efficiency Program	\$ (271,804)	\$ (300,799)	\$ (256,547)	\$ (307,221)	\$ (323,877)	\$ (344,537)	\$ (366,975)	Expenses covered by Water Efficiency Program
Common Interest Management Services	\$ (310,585)	\$ (328,596)	\$ (349,443)	\$ (362,627)	\$ (377,564)	\$ (390,251)	\$ (407,295)	Expenses covered by Common Interest Management Services
Other Sub. Programs/Grants - Staff Reimbursement	\$ (209,402)	\$ (213,474)	\$ (315,123)	\$ (249,844)	\$ (275,000)	\$ (300,000)	\$ (325,000)	Other program and grants staff time reimbursement
<b>TOTAL EXPENSE REIMBURSEMENTS</b>	<b>\$ (1,736,269)</b>	<b>\$ (1,748,406)</b>	<b>\$ (1,936,718)</b>	<b>\$ (2,001,372)</b>	<b>\$ (2,146,292)</b>	<b>\$ (2,241,487)</b>	<b>\$ (2,376,712)</b>	
<b>TOTAL CORE EXPENSES</b>	<b>\$ 1,430,203</b>	<b>\$ 1,201,391</b>	<b>\$ 1,505,324</b>	<b>\$ 1,533,327</b>	<b>\$ 1,634,595</b>	<b>\$ 1,679,103</b>	<b>\$ 1,714,676</b>	
<b>CORE NET SURPLUS/(DEFICIT)</b>	<b>\$ (115,898)</b>	<b>\$ 129,738</b>	<b>\$ (196,651)</b>	<b>\$ (180,957)</b>	<b>\$ (237,040)</b>	<b>\$ (234,820)</b>	<b>\$ (222,072)</b>	
<b>RESERVES SUMMARY:</b>								
<b>CORE RESERVES, BEGINNING</b>	<b>\$ 1,556,061</b>	<b>\$ 1,556,061</b>	<b>\$ 1,685,799</b>	<b>\$ 1,489,148</b>	<b>\$ 1,308,191</b>	<b>\$ 1,071,152</b>	<b>\$ 836,332</b>	
Core Reserves Increase/(Decrease)	\$ (115,898)	\$ 129,738	\$ (196,651)	\$ (180,957)	\$ (237,040)	\$ (234,820)	\$ (222,072)	
<b>CORE RESERVES, ENDING</b>	<b>\$ 1,440,163</b>	<b>\$ 1,685,799</b>	<b>\$ 1,489,148</b>	<b>\$ 1,308,191</b>	<b>\$ 1,071,152</b>	<b>\$ 836,332</b>	<b>\$ 614,259</b>	
<b>DESIGNATIONS/RESERVES</b>								
Operating Fund	\$ 476,734	\$ 476,734	\$ 501,775	\$ 511,109	\$ 544,865	\$ 559,701	\$ 571,559	RWA Designations are set per RWA Policy 500.1
Membership Dues Stabilization Fund	\$ 184,096	\$ 184,096	\$ 185,051	\$ 191,455	\$ 198,083	\$ 204,942	\$ 212,041	RWA Designations are set per RWA Policy 500.1
Subscription Program Revenue Fund	\$ 79,179	\$ 79,179	\$ 92,111	\$ 91,969	\$ 97,644	\$ 103,479	\$ 109,927	RWA Designations are set per RWA Policy 500.1
Powerhouse Science Center	\$ 100,000	\$ 100,000	\$ 75,000	\$ 50,000	\$ 25,000	\$ -	\$ -	
Undesignated	\$ 600,154	\$ 845,790	\$ 635,212	\$ 463,658	\$ 205,559	\$ (31,790)	\$ (279,267)	Undesignated Reserves
<b>TOTAL DESIGNATIONS/RESERVES</b>	<b>\$ 1,440,163</b>	<b>\$ 1,685,799</b>	<b>\$ 1,489,148</b>	<b>\$ 1,308,191</b>	<b>\$ 1,071,152</b>	<b>\$ 836,332</b>	<b>\$ 614,259</b>	
<b>Number of Months "Operating Fund plus Undesignated" Covers Expenses</b>			<b>9.1</b>	<b>7.6</b>	<b>5.5</b>	<b>3.8</b>	<b>2.0</b>	

## Fiscal Year 2025-2026 - Program Projections Summary

SUBSCRIPTION PROGRAMS AND RELATED GRANTS (A)	Program Projections FY 24-25	Projected Actuals FY 24-25	Program Projections FY 25-26	Notes	Program Projections FY 26-27	Program Projections FY 27-28	Program Projections FY 28-29	Program Projections FY 29-30
<b>WATER EFFICIENCY PROGRAM (WEP)</b>								
Water Efficiency Program - Dues	\$ 461,553	\$ 470,115	\$ 513,232	1	\$ 538,894	\$ 565,838	\$ 594,130	\$ 623,837
Water Efficiency Program - Grants	\$ 769,000	\$ 1,892,335	\$ 260,077	2, 3	\$ -	\$ -	\$ -	\$ -
Water Efficiency Program - Miscellaneous	\$ 500	\$ 25,350	\$ 11,000		\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
<b>Total WEP Revenues</b>	<b>\$ 1,231,053</b>	<b>\$ 2,387,800</b>	<b>\$ 784,309</b>		<b>\$ 549,894</b>	<b>\$ 576,838</b>	<b>\$ 605,130</b>	<b>\$ 634,837</b>
Water Efficiency Program - Program - Shared with RWA	\$ 271,804	\$ 300,799	\$ 256,547	4	\$ 307,221	\$ 323,878	\$ 344,538	\$ 366,975
Water Efficiency Program - Program - Direct	\$ 269,151	\$ 329,545	\$ 296,257	5	\$ 242,146	\$ 252,146	\$ 260,146	\$ 267,646
Water Efficiency Program - Grants	\$ 769,000	\$ 1,892,335	\$ 260,077	2, 3	\$ -	\$ -	\$ -	\$ -
Water Efficiency Program - Grants - Staff Time Reimbursement	\$ (45,000)	\$ (55,000)	\$ (20,000)	2, 3	\$ -	\$ -	\$ -	\$ -
<b>Total WEP Expenses</b>	<b>\$ 1,264,955</b>	<b>\$ 2,467,679</b>	<b>\$ 792,881</b>		<b>\$ 549,367</b>	<b>\$ 576,024</b>	<b>\$ 604,684</b>	<b>\$ 634,621</b>
<b>WEP NET SURPLUS/(DEFICIT)</b>	<b>\$ (33,902)</b>	<b>\$ (79,879)</b>	<b>\$ (8,572)</b>		<b>\$ 527</b>	<b>\$ 814</b>	<b>\$ 446</b>	<b>\$ 216</b>
<b>WEP RESERVES, BEGINNING</b>	<b>\$ 357,881</b>	<b>\$ 357,881</b>	<b>\$ 278,002</b>		<b>\$ 269,430</b>	<b>\$ 269,957</b>	<b>\$ 270,771</b>	<b>\$ 271,217</b>
<b>WEP RESERVES, ENDING</b>	<b>\$ 323,979</b>	<b>\$ 278,002</b>	<b>\$ 269,430</b>		<b>\$ 269,957</b>	<b>\$ 270,771</b>	<b>\$ 271,217</b>	<b>\$ 271,433</b>
<b>COMMON INTEREST MANAGEMENT SERVICES (CIMS)</b>								
Common Interest Management Services - Dues	\$ 611,185	\$ 491,086	\$ 586,943	6	\$ 454,927	\$ 470,864	\$ 484,551	\$ 502,595
Common Interest Management Services - Grant	\$ 130,000	\$ 160,000	\$ 177,000	7	\$ -	\$ -	\$ -	\$ -
<b>Total CIMS Revenues</b>	<b>\$ 741,185</b>	<b>\$ 651,086</b>	<b>\$ 763,943</b>		<b>\$ 454,927</b>	<b>\$ 470,864</b>	<b>\$ 484,551</b>	<b>\$ 502,595</b>
Common Interest Management Services - Program - Shared with RWA	\$ 310,585	\$ 328,686	\$ 349,443	4	\$ 362,627	\$ 377,564	\$ 390,251	\$ 407,295
Common Interest Management Services - Program - Direct	\$ 308,000	\$ 173,400	\$ 247,500	5	\$ 92,300	\$ 93,300	\$ 94,300	\$ 95,300
Common Interest Management Services - Grant	\$ 130,000	\$ 160,000	\$ 177,000	7				
Common Interest Management Services - Grant - Staff Time Reimbursement	\$ (7,400)	\$ (11,000)	\$ (10,000)	7	\$ -	\$ -	\$ -	\$ -
<b>Total CIMS Expenses</b>	<b>\$ 741,185</b>	<b>\$ 651,086</b>	<b>\$ 763,943</b>		<b>\$ 454,927</b>	<b>\$ 470,864</b>	<b>\$ 484,551</b>	<b>\$ 502,595</b>
<b>CIMS NET SURPLUS/(DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>OTHER SUBSCRIPTION PROGRAMS (OSP)</b>								
Regional Water Bank and Related Grants	\$ 743,010	\$ 454,321	\$ 656,206	8	\$ 449,844	\$ -	\$ -	\$ -
Prop 1 Round 1 Program and Grant	\$ 25,802	\$ 28,598	\$ 5,441	3	\$ -	\$ -	\$ -	\$ -
2021 Urban Drought Program and Grant	\$ 25,945	\$ 11,958	\$ 7,650	9	\$ -	\$ -	\$ -	\$ -
Miscellaneous Grants and Programs	\$ -	\$ -	\$ -	11	\$ 100,000	\$ 275,000	\$ 300,000	\$ 325,000
<b>Total OSP Revenues</b>	<b>\$ 794,757</b>	<b>\$ 494,877</b>	<b>\$ 669,297</b>		<b>\$ 549,844</b>	<b>\$ 275,000</b>	<b>\$ 300,000</b>	<b>\$ 325,000</b>
Regional Water Bank and Related Grants	\$ 743,010	\$ 454,321	\$ 656,206	8	\$ 449,844	\$ -	\$ -	\$ -
Prop 1 Round 1 Program and Grant	\$ 25,802	\$ 28,598	\$ 5,441	3	\$ -	\$ -	\$ -	\$ -
2021 Urban Drought Program and Grant	\$ 25,945	\$ 11,958	\$ 7,650	9	\$ -	\$ -	\$ -	\$ -
Miscellaneous Grants and Programs	\$ -	\$ -	\$ -	11	\$ 100,000	\$ 275,000	\$ 300,000	\$ 325,000
<b>Total OSP Expenses</b>	<b>\$ 794,757</b>	<b>\$ 494,877</b>	<b>\$ 669,297</b>		<b>\$ 549,844</b>	<b>\$ 275,000</b>	<b>\$ 300,000</b>	<b>\$ 325,000</b>
<b>OSP NET SURPLUS/(DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fiscal Year 2025-2026 - Program Projections Summary

STAFF TIME REIMBURSEMENTS (B)	Program Projections FY 24-25	Projected Actuals FY 24-25	Program Projections FY 25-26	Notes	Program Projections FY 26-27	Program Projections FY 27-28	Program Projections FY 28-29	Program Projections FY 29-30
<b>STAFF TIME REIMBURSEMENTS</b>								
Regional Water Bank and Related Grants	\$ 82,655	\$ 95,561	\$ 156,206	8	\$ 149,844	\$ -	\$ -	\$ -
Prop 1 Round 1 Grant	\$ 25,802	\$ 28,598	\$ 5,441	3	\$ -	\$ -	\$ -	\$ -
2021 Urban Drought Grant	\$ 25,945	\$ 11,958	\$ 7,650	9	\$ -	\$ -	\$ -	\$ -
Watershed Resilience Grant	\$ 75,000	\$ 77,357	\$ 145,826	10	\$ -	\$ -	\$ -	\$ -
Miscellaneous Grants and Programs	\$ -	\$ -	\$ -	11	\$ 100,000	\$ 275,000	\$ 300,000	\$ 325,000
<b>TOTAL STAFF TIME REIMBURSEMENTS</b>	<b>\$ 209,402</b>	<b>\$ 213,474</b>	<b>\$ 315,123</b>		<b>\$ 249,844</b>	<b>\$ 275,000</b>	<b>\$ 300,000</b>	<b>\$ 325,000</b>

GRANTS - PASS THROUGH (C)	Program Projections FY 24-25	Projected Actuals FY 24-25	Program Projections FY 25-26	Notes	Program Projections FY 26-27	Program Projections FY 27-28	Program Projections FY 28-29	Program Projections FY 29-30
<b>REVENUES (PASS THROUGH)</b>								
Prop 1 Round 1 Grant (RWA)	\$ 2,985,687	\$ 45,706	\$ 2,796,889	3	\$ -	\$ -	\$ -	\$ -
2021 Urban Drought Grant (RWA)	\$ 2,714,024	\$ 115,901	\$ 3,417,095	9	\$ -	\$ -	\$ -	\$ -
Drought Relief Grant (WEP)	\$ 200,000	\$ 315,104	\$ 452,524	2	\$ -	\$ -	\$ -	\$ -
Prop 1 Round 1 Grant (WEP)	\$ 1,207,804	\$ 63,050	\$ 1,179,089	3	\$ -	\$ -	\$ -	\$ -
SASD Washer/Toilet Rebates (WEP)	\$ 40,000	\$ 29,830	\$ 20,000	12	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
ARTESIAN Grant (CIMS)	\$ 24,474,732	\$ 15,018,975	\$ 39,575,382	7	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES (PASS THROUGH) COLLECTED</b>	<b>\$ 31,622,247</b>	<b>\$ 15,588,566</b>	<b>\$ 47,440,979</b>		<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>EXPENSES PASS THROUGH</b>								
Prop 1 Round 1 Grant (RWA)	\$ 2,985,687	\$ 45,706	\$ 2,796,889	3	\$ -	\$ -	\$ -	\$ -
2021 Urban Drought Grant (RWA)	\$ 2,714,024	\$ 115,901	\$ 3,417,095	9	\$ -	\$ -	\$ -	\$ -
Drought Relief Grant (WEP)	\$ 200,000	\$ 315,104	\$ 452,524	2	\$ -	\$ -	\$ -	\$ -
Prop 1 Round 1 Grant (WEP)	\$ 1,207,804	\$ 63,050	\$ 1,179,089	3	\$ -	\$ -	\$ -	\$ -
SASD Washer/Toilet Rebates (WEP)	\$ 40,000	\$ 29,830	\$ 20,000	12	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
ARTESIAN Grant (CIMS)	\$ 24,474,732	\$ 15,018,975	\$ 39,575,382	7	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENSES (PASS THROUGH) DISBURSED</b>	<b>\$ 31,622,247</b>	<b>\$ 15,588,566</b>	<b>\$ 47,440,979</b>		<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>

**Regional Water Authority  
Program Projections Summary - Notes  
Fiscal Year 2025-2026**

- A Subscription Programs and Related Grants represents projected subscription program revenues and expenses. Excluded from these amounts are related grant pass through amounts that are located in the Grants - Pass Through section of the Program Projections Summary.
- B Staff Time Reimbursements include all subscription program and grant reimbursements for staff time spent working on subscription programs and grants, excluding the WEP/CIMS programs and related grants. The amounts received directly offset RWA Core expenses and are included in the RWA Core Operating Budget in the Expense Reimbursements section.
- C Grants - Pass Through represent grant funding the RWA receives and subsequently disburses to members for grant funded projects at the related member agencies.
- 1 Amounts represent the WEP member dues recognized as revenue.
  - 2 In February 2023 and subsequently amended, the RWA entered into an agreement with the California Department of Water Resources (DWR) for an Urban Community Drought Relief grant (Drought Relief Grant) in the amount of \$3.8 million. The grant funds an indoor fixture installment program for disadvantaged communities and a climate-resilient yard transformation program. Included in the grant are reimbursements for the WEP staff time, the WEP direct expenses, and member agency pass through expenses.
  - 3 In March 2021 and subsequently amended, the RWA entered into an agreement with DWR for the Proposition 1 Round 1 Integrated Regional Water Management Implementation grant, which included \$8.7 million in grant funding primarily for well related projects. Included in the grant are reimbursements for the RWA/WEP staff time, the WEP direct expenses and member agency pass through expenses.
  - 4 Amounts represent WEP and CIMS share of RWA costs for staff salaries and operating expenses, net of transfers of 40% to WEP and 10% to CIMS from RWA's Core. These amounts are included in the RWA Core Operating Budget in the Expense Reimbursements section.
  - 5 Amounts represent WEP and CIMS direct program expenses (not shared with RWA).
  - 6 Amounts represent the CIMS member dues recognized as revenue.
  - 7 In July 2023, the RWA entered into a grant agreement with DWR for the American River Terms for Ecosystem Support and Infrastructure Assistance Needs project (ARTESIAN) for \$55 million in grant funding in return for making available up to 30,000 acre-feet of water through groundwater replenishment. Included in the grant are reimbursements for the CIMS staff time and consultants related to project management and member agency pass through expenses.

**Regional Water Authority  
Program Projections Summary - Notes  
Fiscal Year 2025-2026**

- 8 The Regional Water Bank is a subscription program to fund the development of the Sacramento Regional Water Bank. In June 2022 and later amended, the RWA entered an agreement with DWR for an Urban and Multi Benefit Drought Relief grant in the amount of \$660K to supplement Water Bank funding from the member agencies. Additional future grants are forecasted to supplement future program needs. The subscription program and grant funds are used for staff time reimbursement and Water Bank direct expenses.
- 9 In March 2022 and subsequently amended, RWA entered into a grant agreement with DWR for the Urban and Multibenefit Drought Relief grant (2021 Urban Drought) for amended grant funding of \$7.4 million primarily for well related projects. Included in the grant are reimbursements for staff time and member agency pass through expenses.
- 10 In July 2024, the RWA entered into a grant agreement with the DWR for the Watershed Resilience Pilot Program in the amount of \$2 million. The grant funds a Watershed Resilience Plan that provides the blueprint and direction for implementation of strategies, projects and actions that will provide a resilient water future. Included in the grant are reimbursements for staff time and consulting expenses.
- 11 Miscellaneous Grants and Programs staff time reimbursements are included in the forecasted fiscal years 26-27, 27-28, 28-29 and 29-30 for unidentified grants/programs. These amounts are included for forecasting purposes, as it is expected that the RWA will identify new grants/programs in the future.
- 12 Amounts represent Sacramento Area Sewer District rebates for washers and toilets.

# Regional Water Authority

## Fiscal Year 2025-2026

### Dues Schedule

	2024 Retail Connections	First 3,000 Connections \$2.39	3,001-7,000 Connections \$1.20				Proposed Dues FY 25/26	Actual Dues FY 24/25	\$ Increase (Decrease) Dues	% Increase (Decrease) Dues
Small agencies										
Del Paso Manor WD (4)							\$ -	\$ 4,534	\$ (4,534)	-100.0%
Rancho Murrieta CSD	2,917	\$ 6,972					\$ 6,972	\$ 6,496	\$ 476	7.3%
Georgetown Divide PUD	3,800	\$ 7,170	\$ 956				\$ 8,126	\$ 6,005	\$ 2,121	35.3%
Orange Vale WC	5,607	\$ 7,170	\$ 3,115				\$ 10,285	\$ 10,430	\$ (145)	-1.4%
		Up to 30,000 Connections \$2.39								
Medium agencies										
Carmichael WD	11,919	\$ 28,486					\$ 28,486	\$ 28,183	\$ 303	1.1%
Elk Grove WD	13,092	\$ 31,290					\$ 31,290	\$ 31,053	\$ 237	0.8%
Fair Oaks WD	14,385	\$ 34,380					\$ 34,380	\$ 34,368	\$ 12	0.0%
City of West Sacramento (1)	15,934	\$ 38,082					\$ 34,274	\$ 33,827	\$ 447	1.3%
Golden State WC	17,241	\$ 41,206					\$ 41,206	\$ 41,082	\$ 124	0.3%
Yuba City (1)	19,523	\$ 46,660					\$ 41,994	\$ 41,719	\$ 275	0.7%
Nevada Irrigation District (1)	19,992	\$ 47,781					\$ 43,003	\$ 42,874	\$ 129	0.3%
Citrus Heights WD	20,551	\$ 49,117					\$ 49,117	\$ 49,074	\$ 43	0.1%
City of Lincoln	22,560	\$ 53,918					\$ 53,918	\$ 52,833	\$ 1,085	2.1%
City of Folsom	25,427	\$ 60,771					\$ 60,771	\$ 59,172	\$ 1,599	2.7%
		Up to 30,000 Connections \$2.39	Up to 40,000 Connections \$1.20	Up to 50,000 Connections \$0.60	Up to 60,000 Connections \$0.30	Over 60,000 Connections \$0.07				
Large agencies										
San Juan WD (3)	11,041	\$ 71,700					\$ 71,700	\$ 71,700	\$ -	0.0%
Placer County WA	40,710	\$ 71,700	\$ 11,950	\$ 424			\$ 84,074	\$ 84,131	\$ (57)	-0.1%
El Dorado ID	43,850	\$ 71,700	\$ 11,950	\$ 2,300			\$ 85,950	\$ 85,811	\$ 139	0.2%
Sacramento Suburban WD	48,895	\$ 71,700	\$ 11,950	\$ 5,315			\$ 88,965	\$ 87,726	\$ 1,239	1.4%
City of Roseville	55,939	\$ 71,700	\$ 11,950	\$ 5,975	\$ 1,774		\$ 91,399	\$ 89,500	\$ 1,899	2.1%
Sacramento County WA	64,324	\$ 71,700	\$ 11,950	\$ 5,975	\$ 2,988	\$ 303	\$ 92,915	\$ 92,761	\$ 154	0.2%
CA American Water	69,389	\$ 71,700	\$ 11,950	\$ 5,975	\$ 2,988	\$ 657	\$ 93,270	\$ 93,252	\$ 18	0.0%
City of Sacramento	146,321	\$ 71,700	\$ 11,950	\$ 5,975	\$ 2,988	\$ 6,042	\$ 98,655	\$ 98,655	\$ -	0.0%
Total	673,417						\$ 1,150,751	\$ 1,145,186	\$ 5,565	0.5%

(1) Agencies outside of the core American River Basin region receive a 10% discount on dues after they are calculated based on # of connections.

(2) New members receive a 50 percent discount on their first-year dues and a 25 percent discount on their second-year dues. No members received this discount for Fiscal Year 2025-2026.

(3) San Juan Water District *Wholesale* is a community services district that provides drinking water to 150,000 people in portions of Sacramento and Placer Counties so it is treated as the minimum size of a large member agency.

(4) Del Paso Manor Water District withdrew from RWA during Fiscal Year 2024-25.

RWA Associate Members	Proposed Dues FY 25/26	Actual Dues FY 24/25
El Dorado Water Agency	\$ 6,359	\$ 6,359
Placer County	\$ 16,419	\$ 16,419
Sacramento Area Flood Control Agency	\$ 9,068	\$ 9,068
Sacramento Municipal Utilities District	\$ 16,419	\$ 16,419
Sacramento Area Sewer District	\$ 16,419	\$ 16,419
Yuba Water Agency	\$ 10,238	\$ 10,238
<b>TOTAL ASSOCIATE MEMBER DUES</b>	<b>\$ 74,922</b>	<b>\$ 74,922</b>

Topic: Compensation and Classification Study  
 Type: Old Business  
 Item For: Action  
 Purpose: Policy 400.2 (Compensation Policy), 400.3 (Job Descriptions),  
 400.5 (Job Descriptions)

SUBMITTED BY:	Jim Peifer Executive Director	PRESENTER:	Jim Peifer Executive Director
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#### EXECUTIVE SUMMARY

This is an action item to receive a Classification and Compensation Report submitted by Regional Government Services (RGS) consider job description, title and salary for Finance and Administrative Manager and recommend approval of revised job description for Finance Director to the Board of Directors.

At the time that this packet was published the attachments were not available. All attachments will be distributed to the Executive Committee and will be available online prior to the meeting date.

#### STAFF RECOMMENDED ACTION

Staff recommends the following actions:

(1) Accept the Classification and Compensation Report submitted by RGS Report; and (2) Recommend approval of revised job description for Finance Director to the Board of Directors.

#### BACKGROUND

At the September 24, 2024 Executive Committee meeting, the Executive Committee directed the Executive Director to hire a consultant to conduct a review of the compensation and classification for the Finance and Administrative Services Manager and the Executive Assistant/Clerk of the Board. RWA contracted with RGS to perform the review. At the time, the Executive Director suggested that both incumbents were working at a level higher than their classification and were undercompensated.

RWA Policy 400.2 governs the compensation and the reviews of compensation for the RWA and SGA staff. The policy includes the following directions:

*It is the intent of the Authority to provide employee compensation (pay and benefits) that is fair and equitable and that is comparable, based upon an employee's experience, skills and performance consistent with established job descriptions, and with that of similar water and public entities regionally. As a small, professional, management-focused*



*organization, it is the intent of the Authority to provide employee compensation at or above the labor market for the industry and the geographic area. The compensation practices of the Authority will be competitive within the industry and geographical area to attract the most qualified candidates and to minimize turnover of its employees.*

Policy 400.2 states that the Executive Committee has the authority to approve compensation surveys. The policy states: "...a compensation survey may be commissioned at any time if directed by the Executive Committee or if recommended by the Executive Director and approved by the Executive Committee."

RGS has completed their review of the classifications and compensation and has provided the RWA a report with their findings and recommendations. RWA Policy 400.2 states:

*The Executive Director will use the results of the survey to propose modifications to base rate of pay and/or benefits necessary to achieve the intent of this policy. Proposed pay ranges should include consideration of such things as 1) the mean, median and 62.5th percentile of the compensation data, 2) the comparability of surveyed classifications to RWA job classifications, and 3) RWA experience recruiting and retaining staff in each classification.*

#### FINDING/CONCLUSION

The Executive Director agrees with the findings provided in the RGS study and the proposed salary adjustments.

#### ATTACHMENTS

Attachment 1 - Classification and Compensation Report by RGS

Attachment 2 – Draft Job Description for Finance Director

# **REGIONAL WATER AUTHORITY 2025 CLASSIFICATION STUDY REPORT FINANCE & ADMINISTRATIVE SERVICES MANAGER**

Prepared for:



5620 Birdcage Street, Ste 180  
Citrus Heights, CA 95610

Prepared By:



P.O. Box 1350  
Carmel Valley, CA 93924

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### ATTACHMENTS

Class Specification – Finance Director

## EXECUTIVE SUMMARY

The Regional Water Authority (RWA) engaged Regional Government Services (RGS) to conduct a classification study for the Finance & Administrative Services Manager classification. The purpose of the study was to determine whether the current classification accurately reflects the level and scope of work performed by the incumbent.

## METHODOLOGY

The methodology employed in conducting this study was as follows:

- Review and analyze the Position Description Questionnaire (PDQ), current classifications within the agency, and other related documents.
- Interview the incumbent to discuss and clarify all submitted documentation and review the position's duties and responsibilities.
- Analyze the scope and complexity of the responsibilities and tasks performed and the required skills, knowledge, and abilities.
- Develop recommendations based on the analysis of the above information.

## BACKGROUND

The incumbent performs highly complex analytical financial work for the Regional Water Authority and the Sacramento Groundwater Authority (SGA). His work supports numerous boards/members, projects, programs, and activities governed by various laws, rules, and regulations. The following background is provided to understand better the breadth and scope of their work and the agency.

The Regional Water Authority was formed to serve, represent, and align the interests of regional water providers and stakeholders and improve water supply reliability, availability, quality, and affordability. RWA members include cities, water and irrigation districts, mutual water companies, investor-owned water utilities, and community services districts.

RWA Board of Directors – 22 Member agencies (with two representatives per agency)  
Member agencies of the RWA may appoint two representatives to the Board of Directors, either of whom may cast a single vote on behalf of their agency. All are welcome at the meetings.

### RWA Executive Committee – 9 Members

The RWA Board of Directors coordinates and monitors the activities of RWA staff, reviews and approves routine business decisions, and serves as a sounding board for ideas on behalf of the Board of Directors.

### RWA Associates – 7 member agencies

An “RWA Associate” class of membership was established in 2003 to include public and/or private entities that are not water utilities but have an interest in regional water matters. Associate members do not hold a seat on the RWA Board but are able to participate in regional water policy discussions and RWA programs/partnerships and receive other benefits of RWA membership.

### SGA – 16 member agencies

The SGA draws its authority from a joint powers agreement (JPA) signed by the cities of Citrus Heights, Folsom, and Sacramento and the County of Sacramento. The signatories manage the basin cooperatively by creating a governing board of directors comprised of representatives of 16 water agency members and other water users within their jurisdiction.

## **STUDY FINDINGS**

The class specification indicates that the position plans, organizes, directs, manages, and reviews the financial and accounting operations of the RWA and SGA; administers human resource functions; ensures that general office administrative support is provided; and serves as Board Secretary and Treasurer.

While not currently required for the position, the incumbent is a Certified Public Accountant (CPA). His level of skill, experience, and certification allows him to perform activities previously managed via an outside contract/consultant, including preparing closing and financial statements. This has allowed the agency to eliminate the expense of this contract service (over \$60,000/year). Since joining the agency, the incumbent has made corrections that were noted in prior audits, and the recent audit contained no new findings.

The incumbent prepares and manages the agency budgets, financial statements, and state-mandated reports, as well as prepares board reports for both the RWA and the SGA, with little need for direct involvement of senior management. Because the agency serves both the RWA and SGA, costs must be appropriately allocated. The incumbent has streamlined the allocation process, made adjustments, and created processes to ensure the allocations are accurate and can be supported and explained.

The incumbent serves as the Treasurer for both the RWA and the SGA, which involves planning, recommending, and implementing financial strategies and activities related to the administration of investment, finance, and operational programs. He monitors financial trends, investments, economic conditions, and markets to predict their impact on the agency.

The incumbent ensures that fiscal activities are in compliance with GASB guidelines, federal, state, and local laws, regulations, codes, and standards, as well as RWA and SGA guidelines, policies, and regulations. His advanced knowledge and experience have allowed the agency to modify some internal procedures, including ensuring adequate internal controls are in place. He administers RFPs and oversees purchasing and monitoring of contracts and agreements. The

incumbent manages state and federal grants to ensure compliance with agreements and oversees grant record-keeping, billing, and budgeting.

The incumbent exercises independent judgment, deals professionally and tactfully with elected and appointed officials, and is able to present and explain complex financial information to various individuals. The incumbent oversees the agency's technological needs and serves as a liaison with the outside contractor.

As is often the case in smaller agencies, the incumbent is responsible for the human resources, payroll, and accounts payable/receivable activities. This requires knowledge of employee benefits, retirement systems, payroll, safety, and public accounting. It requires maintaining current knowledge of pertinent laws, regulations, and rules and compliance with all reporting requirements. The incumbent maintains all necessary records and files in a confidential and compliant manner.

### **ANALYSIS**

The analysis showed that the incumbent performs all the duties identified in the Finance and Administrative Services Manager class specification. Because of his experience, knowledge, education, and certification, he also performs additional duties beyond those required of the current position, some of which were previously contracted to outside consultants.

The incumbent is responsible for developing and implementing policies that dictate how funds will be allocated. The possession of a CPA provides him with the expertise to be heavily involved in the agency's audits, prepare complex financial reports, and ensure the agency's activities and records are in compliance with applicable laws and regulations. He is able to recognize and respond appropriately to changing conditions and explain complex financial issues to stakeholders with varying levels of fiscal expertise. These duties and responsibilities are beyond the scope of those customarily assigned to a Finance Manager classification and are not reflected in the current Finance and Administrative Manager class specification.

### **SALARY CONSIDERATIONS**

Due to the recommended classification's specialized set of duties, skills, abilities, and qualifications, it is challenging to find sufficient data to make valid salary recommendations based on external market data. Therefore, RGS conducted an internal salary alignment analysis to determine the appropriate salary recommendation. This included reviewing and comparing the following classification factors to those of other Authority job classes to determine the appropriate salary ties.

- Authority and Autonomy in Decision Making.
- Scope and Complexity of the work.
- Types and Frequency of Contacts.
- Supervision Exercised and Received.

- Knowledge, skills, and ability are required both at entry and learned after entry.
- Minimum Education and Experience required for successful performance.
- Required licenses and certifications.

RGS has recommended the reclassification of the Finance and Administrative Services Manager to the Finance Director. This is due to the expanded breadth of responsibility of the position. As stated, as the incumbent is a CPA, he is able to perform duties significantly beyond the scope of the Finance Administrative Manager classification. Due to his expertise, he makes high-level fiscal decisions on behalf of the Authority and provides expert professional support to the Executive Director and the Board of Directors. His level of expertise and designation as a CPA have also allowed the Authority to lessen its dependence on outside consultants, allowing the Authority to work directly and more successfully with outside auditors. These factors support a significant salary adjustment to the Finance and Administrative Services Manager classification.

### RECOMMENDATIONS

The RWA is a unique organization with a complex operation. The incumbent manages duties that serve two entities. He brings advanced-level training, certification, and experience to his position. As noted in the analysis, he performs at a level significantly above his allocated position. The agency would likely require additional resources to accomplish the work in his absence.

These factors create a distinct situation and opportunity for the agency. Since there isn't an existing classification that fully matches the work being performed, the needs of the agency, and the capabilities demonstrated by the incumbent, RGS recommends the following:

- Adopt the classification of Finance Director to accurately reflect the full scope of duties currently being performed by the incumbent, which are required and valued by the agency. The qualifications for the classification reflect the advanced level of knowledge, experience, and certification in line with those of the incumbent.
- Set the salary for the Finance Director twenty-five percent (25%) above the current salary range for the Finance and Administrative Services Manager classification, with a salary range as follows:

Classification	Step 1	step 2	Step 3	Step 4	Step 5	Step 6
Finance Director	\$14,049	\$14,571	\$15,114	\$15,678	\$16,263	\$16,858

- Reclassify the current Finance & Administrative Services Manager position to the Finance Director position and place the incumbent at the appropriate salary step in the recommended salary range.

### ADDITIONAL RECOMMENDATIONS

Due to the incumbent's specific skillset, it is recommended that the existing classification of Finance & Administrative Services Director and related salary be retained in the agency's classification plan. This would allow the agency the flexibility to utilize it if needed in the future. In the event that the incumbent were to leave the agency, it may not be possible to fill the position with an individual who possesses the same level of experience, education, and certification as the existing incumbent. By retaining this classification and salary in the agency's system, there would be flexibility, if needed, for future recruiting purposes.



## **FINANCE DIRECTOR**

### **DEFINITION**

Under administrative direction, plans, organizes, and manages all fiscal activities including accounting, financial planning, cash and asset management, treasury management and investments, debt management, revenue administration and collection, purchasing, budget, cost allocations, and payroll; provides highly responsible and complex professional assistance to the Executive Director and others; performs related duties as required.

### **DISTINGUISHING CHARACTERISTICS**

The Finance Director is a single incumbent management classification. Within a framework of overall goals and objectives, the incumbent directs agency-wide finance and related support services, which include accounting, budgeting, financial planning and reporting, debt management, and cash management.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives administrative direction from the Executive Director or their designee. May exercise supervision over assigned administrative staff.

### **EXAMPLES OF DUTIES:**

*Below is a descriptive list of the range of duties performed by employees in this classification. These examples are not intended to reflect all duties performed within the job, and not all duties listed are necessarily performed by each individual.*

- Prepares and administers internal policies and procedures related to assigned activities; interprets and explains applicable rules, laws, and regulations to others.
- Maintains accounting records in accordance with GAAP and GASB.
- Prepares month and year-end closing entries; performs monthly/annual reconciliations for all accounts, including bank, grant, subscription programs, and capital assets; prepares financial statements for RWA (Regional Water Authority) and SGA (Sacramento Groundwater Authority).
- Conducts financial reviews of the agency's operations and activities and reports findings and recommendations to the Executive Director and Board of Directors.
- Manages and coordinates annual audits with external auditors and prepares the requested audit materials, schedules, and reports.
- Attends Board of Director and Board Committee meetings; prepares and presents staff reports and agenda items for consideration by the Board; serves as advisor to the Executive Director and Board on financial planning issues.
- Ensures that purchases of materials, supplies, and equipment are conducted according to agency policies and procedures.
- Performs financial modeling and analysis and maintains budget and forecasting models; administers the budget process and periodically reports on the status of budget to actual.

- As Treasurer for RWA and SGA, oversees cash management, investments, and debt management activities; recommends and implements financial strategies and activities related to the administration of investment, financial, and banking/operational programs.
- Monitors financial trends, investments, economic conditions, and markets in order to predict the impact on the agency.
- Manages the agency's Human Resources activities, including benefits administration, coordination and tracking of training, and management of personnel files.
- Oversees the processing of payroll and all related reporting; ensures proper timesheet coding for cost allocation purposes.
- Oversees and directs Information Services activities and the development and implementation of long-term technology requirements.
- Manages state and federal grants to ensure compliance with agreements; oversees grant coding, billing, and budgeting.
- Monitors and maintains compliance with pertinent federal, state, and local laws, codes, regulations, and ordinances; implements procedures to ensure compliance with applicable laws and regulations.
- Performs other related duties as required.

## **QUALIFICATIONS**

### **Knowledge of:**

- Principles, practices, and methods of current governmental accounting, auditing, purchasing, and budgeting
- Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board (GASB) statements.
- Financial strategies, modeling, and analysis.
- Principles and practices of cash management and investments.
- Uses and application of information technology in the maintenance of accounting records, statistical applications, financial administration, and purchasing administration.
- Principles and practices of budget preparation, management, and administration.
- Principles and practices of leadership, motivation, team building, and conflict resolution.
- Pertinent local, State, and Federal laws, rules, and regulations.
- Principles and practices of Human Resources management.
- Modern office procedures, methods, computer software, and hardware.
- Principles and practices of sound business communication; correct English usage, including spelling, grammar, and punctuation.

### **Ability to:**

- Read, understand, and interpret complex documents related to assignments.
- Perform detailed accounting work in the maintenance of the general accounting, budget, and cost systems of the agency.
- Plan, organize, direct, and coordinate budget administration.
- Provide specialized or general analysis in support of various accounting functions.

- Prepare journal entries and maintain ledgers.
- Communicate clearly and concisely, both orally and in writing; explain complex fiscal information in an easily understandable manner.
- Attend Board of Director and Board Committee meetings and present staff reports and agenda items for consideration by the Board.
- Compile and analyze data to prepare and support reports.
- Research issues related to assigned area of responsibility.
- Effectively administer the agency's human resources activities.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Maintain confidentiality of records and information.
- Effectively operate a computer and standard business software programs and databases related to the area of assignment.
- Establish and maintain effective working relationships with those contacted in the course of the work.

**Education and Experience:**

*Any combination of training and experience that would provide the knowledge, skills, and abilities necessary to perform the duties of the position. A typical way to obtain the knowledge and abilities would be:*

- Equivalent to a bachelor's degree from an accredited college or university in accounting, finance, business or public administration, public policy, or a closely related field.

**AND**

- Six (6) years of professional accounting and finance experience, including two (2) years in a municipal or similar setting in a management capacity.

**Licenses and Certifications:**

- Current valid Certified Public Accountant (CPA) license from the State of California Board of Accountancy.
- Possession of a valid California Class C Driver's License with a satisfactory driving record.

**PHYSICAL, ENVIRONMENTAL, AND WORKING CONDITIONS:**

**Physical Demands**

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; and to attend meetings and to visit various sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person, before groups, and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is

needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds; and are required to attend off-site board, committee, and other meetings.

**Environmental Elements**

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances.

**Working Conditions**

May be required to work a varied schedule of hours, which may include evenings, weekends, and holidays.

Topic: Legislative Update  
Type: Legislative Matter  
Item For: Action; Adopt positions  
Purpose: Policy 100.5 and Strategic Plan Priority- Advocacy Objective A

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SUBMITTED BY:	Ryan Ojakian Manager of Government Relations	PRESENTER:	Ryan Ojakian Manager of Government Relations
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### EXECUTIVE SUMMARY

This is an action item for the Executive Committee to take positions on state legislation and receive an update on legislative and regulatory actions from Ryan Ojakian, Manager of Government Relations.

### STAFF RECOMMENDED ACTION

Adopt positions on Legislation.

### BACKGROUND

The bill introduction deadline has passed and the spot bill deadline is coming. RWA staff is in the process of gathering information on a number of bills. The first house policy committee deadline is May 2, 2025. Staff will present some key bills that the Executive Committee will need to take positions on.

Topic: Strategic Plan Update  
Type: New Business  
Item For: Action  
Purpose: Policy 100.1 (Joint Power Agreement), Recital C, 3

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SUBMITTED BY: Jim Peifer  
Executive Director

PRESENTER: Jim Peifer  
Executive Director

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### EXECUTIVE SUMMARY

This is an action item for the Executive Committee to consider recommending updating the Strategic Plan to the Board of Directors.

### STAFF RECOMMENDED ACTION

Recommend that the Board of Directors direct staff to begin work to update the Strategic Plan.

### BACKGROUND

The Board of Directors adopted the strategic plan in August 2020. Since the adoption of the plan, RWA has gained three new members (Nevada Irrigation District, Georgetown Divide Public Utilities District, Yuba Water Agency) while at the same time, there have been new developments such as:

- The update to the Water Forum agreement, and the Water Forum's early adoption of the American River Climate Adaption Plan,
- The passage of Proposition 4,
- The Watershed Resilience Pilot Project and the State's evolving methods of disbursing grant funds,
- Significant work on the Water Bank,
- The development of the Common Interest Management Services program and within it, significant work on the Healthy Rivers and Landscapes program,
- The completion of the American River Basin Study, with a better understanding of the impacts on resulting water supplies resulting from Climate Change,
- Two changes in the Federal Administration which affect the operation of the CVP, and
- The successful acquisition of over \$80 million in grant funding on behalf of our members.

These, coupled with some dissatisfaction by members who would like the RWA to advance their agency's interest outside groundwater recharge should be taken into account in preparing an update of the strategic plan.

FINDING/CONCLUSION

The Executive Director recommends the Executive Committee recommend to the Board of Directors an update to the Strategic Plan.

## Agenda Item 8



Topic: RWA Board of Directors Agenda  
Type: New Business  
Item For: Action; Motion to Approve  
Purpose: [Policy 200.2](#)

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SUBMITTED BY: Ashley Flores, CMC  
Secretary

PRESENTER: Jim Peifer  
Executive Director

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### EXECUTIVE SUMMARY

This is an action item for the Executive Committee to review and consider approving the draft Agenda of the Regular Regional Water Authority (RWA) Board of Directors Meeting of May 8, 2025.

### STAFF RECOMMENDED ACTION

A motion to approve RWA Board of Directors Agenda for May 8, 2025, Board Meeting.

### BACKGROUND

Per RWA Policy 200.0, the Executive Committee will be authorized to prepare and approve agendas for meetings of the RWA Board of Directors.

Please be aware that the regularly scheduled Board meeting for May 8, 2025 will be held at the Fair Oaks Water District, 10326 Fair Oaks Blvd, Fair Oaks, CA 95628.

### FINDING/CONCLUSION

The Executive Director has prepared the draft Agenda for the RWA Board of Directors Meeting May 8, 2025 for the RWA's Executive Committee's consideration and approval.

### ATTACHMENTS

Attachment 1- Draft RWA Board of Directors Agenda for May 8, 2025 Board Meeting





**REGIONAL WATER AUTHORITY  
MEETING OF THE BOARD OF DIRECTORS**

**Thursday, May 8, 2025 at 9:00 a.m.**

**Fair Oaks Water District  
10326 Fair Oaks Blvd  
Fair Oaks, CA 95628  
(916) 967-7692**

**IMPORTANT NOTICE REGARDING VIRTUAL PUBLIC PARTICIPATION:**

The Regional Water Authority currently provides in person as well as virtual public participation via the Zoom link below until further notice. The public shall have the opportunity to directly address the Board on any item of interest before or during the Board's consideration of that item. Public comment on items within the jurisdiction of the Board is welcomed, subject to reasonable time limitations for each speaker.

**Join the meeting from your computer, tablet or smartphone**

Join Zoom Meeting

<https://us06web.zoom.us/j/83939679186>

or dial 1 669-444-9171

Meeting ID: 839 3967 9186

**If we experience technical difficulties and the Zoom link drops and you are no longer able to connect to the Board meeting, please dial 877-654-0338 – Guest Code 198**

Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection in the customer service area of the Authority's Administrative Office at the address listed above.

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability related modification or accommodation to participate in this meeting, please contact the Executive Director of the Authority at (916) 967-7692. Requests must be made as early as possible, and at least one full business day before the start of the meeting. The Board of Directors may consider any agenda item at any time during the meeting.

## **AGENDA**

### **1. CALL TO ORDER AND ROLL CALL**

**2. PUBLIC COMMENT:** Members of the public who wish to address the Board may do so at this time. Please keep your comments to less than three minutes.

**3. CONSENT CALENDAR:** All items listed under the Consent Calendar are considered and acted upon by one motion. Board Members may request an item be removed for separate consideration.

**3.1** Approve the draft meeting minutes of March 13, 2025, RWA Regular Board Meeting.

**3.2** Approval of proposed revisions to RWA Policy 200.3 by the Board of Directors addressing vacancies on the Executive Committee.

**Action: Approve Consent Calendar items as presented**

### **4. INFORMATION: WATERSHED RESILIENCE PILOT PROJECT UPDATE**

Presenters: Jim Peifer, Executive Director and Art Hinojosa, Regional Assistance Division Manager, Department Water Resources

### **5. RWA FISCAL YEAR 2025-2026 BUDGET**

Presenter: Tom Hoffart, Finance and Administrative Services Manager

**Action: Approve Fiscal Year 2025-2026 Budget**

### **6. CLASSIFICATION AND COMPENSATION STUDY**

Presenters: Jim Peifer, Executive Director

**Action: 1) Approval of Revised Job Description for Board Clerk - Project Manager and Finance Director; and 2) Direct Staff to Update Salary Schedule with Salary for Board Clerk - Program Manager for FY 2025/26**

### **7. INFORMATION: WATER FORUM UPDATE**

Presenters: Ashlee Casey, Interim Executive Director of the Water Forum and Jim Peifer, Executive Director

### **8. RWA STRATEGIC PLAN UPDATE**

Presenter: Jim Peifer, Executive Director

**Action: Direct staff to begin work to update the Strategic Plan**

### **9. EXECUTIVE DIRECTOR'S REPORT**

### **10. DIRECTORS' COMMENTS**

## **ADJOURNMENT**

**Next RWA Board of Director's Meeting:**

July 10, 2025, 9:00 a.m. at Carmichael Water District, 7837 Fair Oaks Blvd., Carmichael, CA 95608. The location is subject to change.

**Next RWA Executive Committee Meeting:**

May 27, 2025, 1:30 p.m. at the RWA Office, 2295 Gateway Oaks, Suite 100  
Sacramento, CA 95833.

Notification will be emailed when the RWA electronic packet is complete and posted on the RWA website at: <https://www.rwah2o.org/meetings/board-meetings/>.

Posted on May 1, 2025

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Ashley Flores, CMC, Board Secretary

Topic: RWA Program Update  
Type: New Business  
Item For: Information/Discussion  
Purpose: Policy 200.2

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SUBMITTED BY: Jim Peifer  
Executive Director

PRESENTER: Jim Peifer  
Executive Director

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### EXECUTIVE SUMMARY

This is an information/discussion item for the Executive Committee to receive a report from the Executive Director on the various programs and initiatives the RWA and SGA currently have underway.

### STAFF RECOMMENDED ACTION

None. This item is for information/discussion only.

### BACKGROUND

The RWA and SGA have a number of programs underway, the Executive Director will brief the Executive Committee on the status of many of those programs and initiatives. The report will include key milestones reached to date, the overall status of the programs, upcoming key milestones, and current and future anticipated resources.

These programs and initiatives include but are not limited to:

- The Sacramento Regional Water Bank
- The North American Subbasin (NASb) Groundwater Sustainability Plan (GSP) update
- The implementation of the current NASb GSP
- The Watershed Resilience Pilot Project
- The Water Forum Agreement update
- The Healthy Rivers and Landscapes Program
- The Reinitiation of Consultation for the Biological Opinions

Topic: Executive Directors' Report  
Type: New Business  
Item For: Information  
Purpose: General

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SUBMITTED BY: Jim Peifer  
Executive Director

PRESENTER: Jim Peifer  
Executive Director

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#### EXECUTIVE SUMMARY

This is an information item for the Executive Director to provide a briefing on important activities, reports, communications, advocacy, and other updates.

#### STAFF RECOMMENDED ACTION

None. This item is for information/discussion only.

#### BACKGROUND

This report is intended to provide an opportunity for the Executive Director to report to the Executive Committee on important activities, reports, communications, advocacy, and other updates.

**SAVE THE DATE:** RWA has several events and meetings this Spring, here are some notable highlights for your calendars.

**State of the Basin** Water Forum will present their annual State of the Basin on April 23 11:00a.m.-1:00p.m.

**Cap to Cap** the Sacramento Metro Chamber's annual Cap to Cap event is scheduled from May 3-7, 2025. While this year's program is sold out, should you be interested in joining our waitlist please email Susan Harris Brazelton at [sharris@metrochamber.org](mailto:sharris@metrochamber.org). For more information you can go the Metro Chamber website <https://www.metrochamber.org/cap-to-cap/>

**See you in Monterey!** RWA will be hosting a Member Reception on Tuesday, May 13 from 4:00 – 6:00 p.m. at the Crown & Anchor located at 150 W. Franklin Street, Monterey, CA 93940. We will have the patio reserved. Escape the ACWA conference and join us for some appetizers, network opportunities, and no host bar.

**Watershed Network Meeting** Advisory Committee members are invited to join us virtually on May 19 from 5:30 – 7:30 p.m. Please contact Ryan ([rojakian@rwah2o.org](mailto:rojakian@rwah2o.org)) for more information.



**Sacramento Regional Water Bank** Monthly Program Committee Meeting will meet on May 20 from 11:00 a.m. – 1:00 p.m. lunch will be provided.

**RWA Board Meeting** is scheduled for July 10, 2025, 9:00 a.m. at Carmichael Water District, 7837 Fair Oaks Blvd., Carmichael, CA 95608.

## Agenda Item 11

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Topic: Directors' Comments  
Type: New Business  
Item For: Information  
Purpose: Routine

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SUBMITTED BY: Jim Peifer  
Executive Director

PRESENTER: Brett Ewart  
Chair

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### EXECUTIVE SUMMARY

This is an information item to provide an opportunity for the RWA Executive Committee to report on any updates from their agency, comments, request future agenda items, recommendations, and questions.

### STAFF RECOMMENDED ACTION

None. This item is for information only.

### BACKGROUND

This report is intended to provide an opportunity for the Board of Directors to report on any updates from their agency, comments, request future agenda items, recommendations, and questions.